

Meeting Minutes
Town of Union Plan Commission
April 29, 2010

The meeting was called to order at 7:05 p.m.

All members of the Plan Commission were present. Town Clerk Regina Ylvisaker was not present. Minutes were taken by Town Attorney Matt Dregne.

1. *Approval of minutes of March 25, 2010 meeting.* **Motion by Gruebling, seconded by Larsen,** to approve minutes of the March 25, 2010 Plan Commission meeting. Discussion on the motion indicated that the reference on page 4 to advice from Matt Dregne should note that the advice was given by letter. Discussion further indicated that Andrew Baker should be identified in the minutes. The motion to approve the minutes, with the changes indicated during discussion, was approved on a voice vote.
2. *Consideration of Johnson Conditional Use Permit.* The Plan Commission discussed the Johnson's application for a conditional use permit ("CUP") to maintain up to 114 "animal units" on the property. Commissioner Exum was asked to prepare a resolution approving the CUP, subject to certain conditions, for consideration at the next Plan Commission meeting. The Plan Commission discussed including the following conditions in the CUP:
 - A. The property owner must notify the Town and the Rock County Land Conservation Department annually, in writing, of: (1) the number of animal units on the property during the preceding year; (2) the name of the owner or operator of the land where manure will be disposed of, and evidence that disposal of manure on such land is allowed by the "590 Plan."
 - B. The maintenance of animals on the property shall comply with all requirements of and performance standards in WIS. ADMIN. CODE Section NR 151.
 - C. Wis. Admin Code Section NR 151 requires a review of animal maintenance related issues on the property every four years. At the time of such reviews, and not less than every four years, the owner shall submit to the Plan Commission a complete copy of the documentation that is required as part of the NR 151 review process, and an inventory of the number of animal units that have been kept on the property since the last review.

Motion by Gruebling, seconded by Larsen, to table consideration of the Johnson CUP until the next Plan Commission meeting. The motion was approved on a voice vote.

3. *Discussion of working lands / farmland preservation initiatives.* Wade Thompson, of the Rock County Planning and Development office, described the Town's options relating to continuing participation in the farmland preservation tax credit program. A general discussion followed.
4. *Discussion of the use of citations.* **Motion by Gruebling, seconded by Exum**, to recommend to the Town Board that the town attorney be directed to prepare an ordinance authorizing the town building inspector to issue citations for violation of zoning, building and land use related violations, and to prepare a deposit schedule. The motion was approved on a voice vote.
5. *Discussion of a deposit schedule.* Matt Dregne explained that when a citation is issued, it is necessary to specify the "deposit amount" on the citation. The deposit amount is the amount a person who receives a citation may simply pay, rather than appearing in court. The Town Board and the municipal court judge must approve a deposit schedule which specifies the deposit amount for violations. **Motion by Gruebling, seconded by Larsen**, to recommend approval of a deposit schedule with amounts as follows: \$100 forfeiture plus costs for a first violation, \$200 plus costs for a second violation in 3 years, and \$500 plus costs for a third and subsequent violation in three years. Motion was approved on a voice vote.
6. *Discussion of CUP revocation procedure.* The Plan Commission discussed whether the zoning code should include a procedure by which a conditional use permit could be revoked for violations of the permit. The zoning ordinance is currently silent about that issue. **Motion by Gruebling, second by Zweizig**, to recommend that the Town Board decide whether to develop a conditional use permit revocation process. Motion approved on a voice vote.

Meeting adjourned.